- 1/ CCD/OCR Yearly Statistical Tables 1947-57 Joh: 59-875/1
- 2/ OCR Annual Reports 1958-67 Job: 68-487/9.
- Organizationally, it was planned with two divisions:—Bibliographic, including Classification and Cataloging; and Accession, Reference, and Circulation.
- 3/ Reference Branch, ORE, 9 April 1947 C.

 (File: Tables of Organization 47-51 Job: 58-98/4).
 - 4) I bid.
- 25X1A9a

 Memo, to AC, Reference Branch,

 30 June 47, sub: Establishment of the Reference

 Branch Library. C. (in File:Library 47-48 Job 58-98/1).
- Memo, to AC/Reference Center, ORE,

 14 Aug 47, sub: Handling of Cables, C. (in Ly 47-48

 Job 58-98/1).
- Administrative Instruction No. 40-15, 31 Dec 47, sub: Accountability Procurement and Library Service for Unclassified Foreign and Domestic Bound Books and Periodical Subscriptions. U. (File; Library 47-48 Job 58-98/1).

25X1A9a

Memo, to AC/Reference Center, ORE,

28 August 47, sub: Addition to Intelligence Documents

Division (Library) Monthly Status Report, 28 July
28 Aug 47. S. (in Ly 47-48 Job 58-98/1).

10/ Memo, AC, Reference Center Library and Chief, Central Index to Chief, Reference Center, A & M,

7 May 48, sub: Proposed Procedures for Consolidation of Central Records with Reference Center. C. (File:

199719971997199728-78/

Library Daily Reading File Jan-June 48 Job 68-116/2).

11/ Memo, Chief, CIA Library to Administrative Officer, OCD, 31 Dec 48, sub: Brief Operational History, 1946-48. S. (File: Library Daily Reading 1947 - 58-98// File Jul-Dec 48 Job: 68-116/2).

and Status Report Spacial Project No. 1, Our, 20 pure Fincl. D Statistics of Newspaper and Pariodical Clipping U. File: Ops Staff 1948-52 Job: 58-98/4

Tentative Tables of Organization for OCD. C. (File:

Tables of Organization 47-51 Job: 58-98/4).

Tables of Organization 47-51 Job: 58-98/4).

Tables of Organization 47-51 Job: 58-98/4).

Memo, AD/Ch to various flows for the Library. M. (Memo, CIA Librarian to Library Staff,

28 Nov 49, sub: Administrative Reorganization of the Library. S. (File: Library Daily Reading)

File July Dec⁹ 49 Job: 68-116/2).

Memo, C/Records Management Branch to
C/Library Division, 22 Mar 50, sub: Redesignation
of Top Secret Control Officer and CIA Custodian
of Registered Documents. C. (File: Library Daily,
1949-51
Reading File: 1950 Job: 68-116/2).

11/ Memo, AC/CD to Chief of Staff, US Army,
6 Apr 50, sub: Establishment of COSMIC Control
Office in CIA. S. (File: Policy 1950 Job: 58-98/4/).

Memo, CIA Top Secret Control Officer,

10 Oct 50, sub: Conference of Area TS Control

Officers. C. (File: Library Daily Reading File 195)

Job: 68-116/2).

Memo, AC/CD to all AD's, 5 Mar 51, sub: Centralized CIA Cable Branch, establishment of,

and procedures. C. (File: Liaison Division 1948-51. Job: 58-98/3).

Memo, C/Administrative Service to AD/CR, 17 July 51, sub: Vital Materials Program. C. (in File: Library 1949-51 Job: 58-98/1).

Memo, AD/CD to AD's in CIA, 15 Sept 48,

sub: Designation of Liaison Officer from CIA to LC.

1947-48

U. (in Library Daily Reading File July Dec 48 Job: 68-116/2).

21/ Support to the Library Congress/944-66 Job: 67-515/2

Memo, AD/CD to Chairman, Projects Review

Committee, 7 Dec 49, sub: Transfer of Funds to the

Library of Congress. C. (in Library Daily Reading)

File July-Dec 49 Job: 68-116/2) (7-5/5)

Ltr, AD/CD to Librarian of Congress, 23 Nov 51. C. (in Library 1249-51 Job: 58-98/1). 67-575

Memo, AD/CD to Chairman, Projects Review

Committee, 16 Oct 51, sub: CIA Support for Improvements

in Library of Congress Facilities for Reference to

Slavic Publications. S. (in Chron File 1951 Job:

58-98/4).

Memo, AD/CD to DD/I, DD/A, CIA Comptroller, 13 Aug 52, sub: Additional Support Requested by the Library of Congress for the Monthly List of Russian Accessions and the Slavic Union Catalog. C. (in File Library) 1952 Job: 58-98/17.67-5/5/

Ltr, AD to Librarian of Congress, 27 Oct 52. C. (in File Library 1952. Job: 58-98/1).

26/ CIA Library 1952 Job: 58-98/1). 67-515/

26/ AHIP-M-23, 8 May 56 C. (in File: AHIP Information Processing 1955-56. 58-98/5). 64-34//

Memo for the Record, CIA Librarian, 6 Mar sub Condict Subject liner Cabby 16

56. th. (in Library Daily Reading File 1956. Job: 9 Conques 1949-66

A Study of the Use of the Monthly Index of Russian Accessions and the East European Accessions

25X1A9a Index by March 1961. (in File Library of Congress 1953-67 Job: 67-515/4).

31/ File Library of Congress 1949-66 301, abov.

Ltr, CIA Librarian to Director, Processing Dept., LC, 3 Nov 59, sub: Transfer of Selected Materials to LC. U. (in File Library Daily Reading 1959 Job: 68-116/2).

Memo, CIA Librarian to AD/CD, 9 Dec 52, sub: Inter-Library Loan Service from LC. U. (in Library 1952. Job: 58-98/1).

Memo, AD/CR to DD/I, 5 Oct 55, sub: Summary of Relationship between LC and CIA. C. (Chrono 1954-55 Job: 60-548/1).

25X1X8

Memo, Matthew Baird to Advisor for Management, 13 April 1951, sub: Library Facilities for Unclassified Training Group A. U. (in Library 1949-51 59-98/1).

Memo, CIA Librarian to AD/CD, 16 Oct 51, sub: CIA Library Services, Project IV. Branch Library Service to OPC. S. (in Library 1949-51 58-98/1).

36 340 Dr. ADJCR to 1 gainey muniford, 23 low 59. 4. (Library 6) Ergose 1999 (6) 1-414/2 67-515/6

Memo, CIA Librarian to Deputy Chief, Medical Staff. 22 Sept 52, sub: Temporary Assignment of Librarian to Medical Staff. C. (in Library Daily Reading File 1952 Job 68-116/2).

Memo for the Record, CIA Librarian, 7 Ech 52, sub: Proposal to Establish CIA Library Branch

25X1A8a

in FDD. S. in File: Library Daily Reading File

58 98/
1952. Job 68-116/2)

421 mens, DD/I NAD/CD and AD for Gerations 7 may 53 FDD-CIA Library agreement 5. Dile DD/I 1953 Job: 58-8/3

Memorandum of Agreement between the Director of Training and the Assistant Director, Central Reference, 28 October 1957. C. (in Library 1955-57

60-139/1).
49 Prospectus. Resources Section, CIA Library. 21 Nov52
6. File: OIC 1950-52 Job: 58-98/19

Memo, CIA Librarian to AD/CD, 23 Dec 52, sub: Additional Personnel Requirements in CIA Library. S. (in CIA Library 1952. Job: 58-98/1).

Memo, C/Book Branch to AD/CD, 15 Dec 52, sub: Survey of the Clipping Service. C. (in CIA Library 1952. Job: 58-98/1).

Memo, Executive, AD/CD, 11 March 1949, sub: Amendment of Table of Organization for OCD. C. (in File: Table of Organization-History Job: 58-98/4).

Memo, AD/CR to all offices, 22 Aug 56, sub: Termination of CIA Library Clipping Service.

(155-57)

U. (in Library Baily Reading File 1956. Job: 68-116/24).

Memo, to AC, Intelligence

Documents Division, 30 March 1948, sub: Proposals

for Certain Selection Procedures in Reference Center

Library. U. (in Library Daily Reading File Jan-June

1947-48. 68=116/2).

Memo, C/Field Survey Division to C/CIA Library, 15 Sept 48, sub: Tentative Proposal for Book Selection Procedure. U. (in Library Daily 1947- 58-98/1 Reading file July-Dec 48. Job: 68-116/2).

Memo for the Record, 29 May 52, sub:

Establishment of a Joint Selection Committee. C.

(in Library Daily Reading File 1952. Job: 68=116/2)

Status Report on Foreign Branch, CIA Library, 7 Oct 53. C. (in CIA Library 1953. Job: 58-98/1).

Memo, CIA Librarian to CIA Library Branch and Section Chief, 23 Mar 55, sub: Reorganization.

S. (in Library 1955. Job: 60-139.

Inspector General Survey of Office of 161956 (in CRS Historical File) S.

Memo, Deputy CIA Librarian to AD/CR,

14 Aug 56, sub: Treaty Resources, CIA Library.

Internal Use Only (in Library 1955-57. Job: 60-139).

56/ OCR Notice CR 1-130, 1 Nov 56. S.

**Document 1946 -59 58-98/4*

(History of OCR 1953-58. Job: 59-875/1).

Report of the Library Consultants,

18 May 1957. S. CRS Historical Files K-106. 63-9

Memo, AD/CR to DD/I, 7 June 57, sub: Comments on the Report dated 18 May 1957 by the Library Consultants-Number One. C. (in Chrono 1957. Job: 61-416/I).

Memo, AD/CR to DD/I, 18 June 1957, sub: The Handling and Usage of Old Intellofax Cards and Minicards. S. (in Chrono 67. Job: 61-416/1).60-548,

Memo, AD/CR to DD/I, 1 July 1957, sub: The Ten Horrible Cases of the Library Consultants. S. (in Chrono 1957 Job: 61-416/1) 60-548)

Memo, AD/CR to DD/I, 11 July 1957, sub: Consultants' Report. S. (in Chrono 1957 Job: 61-416/1)

Task Team Reports, 2 vols. 1958 S. (CRS Wistorical Files).

3 January 1958, sub:

Transmittal of Views of OCR's Document Handling

Capability. S. (CRS Historical Files) ANE 1958 61 4169 Con CRAG 158-59 Job. 66-4

Attachment to CODIB-D-28, 16 March 1959

25X1A9a

in CODIB 1959, Box 64-341/2).

FOIAb3b

Memo, CIA Librarian to CIA Library Staff,

4 June 1958, sub: Reorganization. C. (File: Library Daily Reading File Jan-June 58 Job: 68

et al.24 Feb 1959, sub: Library Task Team on

Cataloging. U. (in CIA Library 1959-60 Job: 64-341/3).

Cob/B. D-32 3 Afr. 59, Cataloging & Chearty Both Both of the CIA Many (in CODIB Mis. Many 1959 Bank (4-341/2)

CR 29 Subject Headings and Classed Schedules

for Law, Communism and Communist Parties, and

Intelligence and Security in the CIA Library. 1959

(on File in the Catalog Section, Reference Branch,

CIA Library).

CRAG 15-59, 28 October 1959, sub: Publications of Titles Cataloged by the CIA Library. For Official Use Only (in CRAG 58-59 Job: 66-4962).

CRAG 15/1-59, 24 December 1959, sub:

Publications of Titles Cataloged by the CIA Library.

For Official Use Only. (in CRAG 58-59 Job: 66-496/1).

Annual Report of the Office of Central Reference Fiscal Year 1962 CIA/CR AR-5, 21 September 1962, S. page 15 (in Annual Reports Box 68-487/2).

Inspector General's Survey of the Office of Central Reference, 23 September 1963. S. (in IG Reput/183) (CRS Historical Files). 65-4/3/3

CRAG Notice 16-59, sub: CIA Library

Selection Officer Responsibilities, 24 Dec 59,

For Official Use Only (in CRAG 58-59 66-496/1).

CRAG Notice 6-61, sub: Selection Policy of the CIA Library, 6 Dec 61. C. (in CRAG 60-61 66-49671).

Memo, C/Administrative Staff, CR to AD/CR,

20 Jan 64, sub: Status Report on IG Recommendations.

S. (in IG Folder 1963). 65-413

CRAG Notice 1/4, sub: Selection Policy of the CIA Library. 28 Jan 64. C. (in CRAG 1962-64 66-496/1).

71/ OCR Notice CR-20-190-35, 23 July 1963, sub: Announcement of Assignment to Key Position CIA Library. S. (in Chrono 63 67-515/3).

Memo CIA Librarian to DD/I, 17 Oct 61, sub:
Inter-Library Relations with the Pan American
Union Library. C. (in Library 1961 Job: 64-341/3).

Memo Acting AD/CR to CCR Duraion and Staff Chiefe, 17 Februar 65, splin Support to the Protective Research of the Us sever Service.

Approved For Release 1999/09/24/ CIARDP84-00951R000300020007-2

Memo from Chief Reference Librarian to

Acting CIA Librarian "Project COLEX", 1 September

1967, CONF (in Org & Management Library 1967

Box 69-592).

Memo from Chief Reference Librarian to SA/CR Release of Unclassified CHICOM Serials to Hoover Institution 17 May 1967, U. (in Library 1967 69-592).

Library Monthly Report for November 1964, 10 December 1964, S. (in Folder Library Monthly Reports FY 65 71-1841).

CRAG Notice 3/64, 11 May 1964 "Scientific and Technical Information Service." C. (in CRAG 1962-64 66-49621).

Memo from Acting CIA Librarian to D/CR, 28 July Disposition of Scientific and Technical Information Service (SATIS) in CIA Library 28 Sept 67. S.

(in Library Org & Mgt. 1967 69-592).

Library Monthly Reports for March and June 1966. S. (in Library FY 65 and FY 66 71-18/1).

OCR Instruction CR-1-3 "Intellofax Reference Service" 19 October 1965. C. (in Chrono 3-12-21). 67-5/5/2

Memo, from Acting CIA Librarian to D/CR, 21 July 65 CIA Library Cost Reduction Goals* 21 July 1965, S. (in Library Org & Mgt. 1965 67-515/2).

Memo from CIA Librarian to D/CR, "OCR's Five Year Plan" 24 March 1966 Administrative Internal Use Only (in Library Org & Mgt 1966 68-487/2).

81/ OCR Instruction CR 1-6 "Reorganization of OCR" 7 July 1967, S. (in Chrono July Dec 1967 69-592).